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| <b>Position Title</b>   | Controller  |
| <b>Division</b>         | Empire State Mines  |
| <b>Department</b>       | Accounting  |
| <b>Reports To</b>       | Director of Finance, Procurement & IT   |
| <b>Location</b>         | St. Lawrence County, New York   |
| <b>Work Arrangement</b> | On-site (mine site)   |
| <b>Salary</b>           | \$120,000-\$150,000 base salary, + annual bonus and benefits as described below |

**Empire State Mines** is currently seeking a professional to fill the role of **Controller** at its mine operation. Located within 2-hour drive of The Thousand Islands, Lake Ontario shoreline, the Adirondack Mountains and world class skiing at Lake Placid. Explore Canada with Montreal and Ottawa only 2-3 hours away.

#### **Purpose and Scope**

Titan Mining Corporation is a Canadian-based mining company which owns the Empire State Mines, a group of 100%-owned high-grade zinc mines located in a historic mining district in St. Lawrence County, New York.

The company is focused on near-mine and district exploration as well as development of its Kilbourne Graphite Project.

The company is committed to operational excellence, prudent growth and sustainable development.

#### **Duties and Responsibilities**

Under the direction of the Director of Finance, Procurement & IT, the Controller will have the following duties and responsibilities:

- Lead the mine site's accounting and financial reporting functions.
- Provide general accounting oversight, cost accounting, and budgetary controls/analytics.
- Oversee cycle counting and accuracy of inventory.
- Own FP&A activities, including budgeting and forecasting (P&L, balance sheet, cash flow, and headcount/expense management), report generation, and data integrity.
- Maintain capital project spend tracking and capitalization of fixed assets.
- Ensure timely month-end, quarter-end, and year-end close.
- Assist with internal and external audits and implement corrective actions from audit results.
- Report and analyze actual financial results against budget/forecast.
- Prepare ad hoc reports for site and corporate stakeholders.
- Prepare financial statements, compliance reports, and other regulatory filings on a timely basis.
- Ensure adherence to corporate policies as well as site-established policies and procedures.
- Lead continuous improvement initiatives with operating departments.



- Maintain effective communication with site managers and the corporate office; identify and communicate potential problems on a timely basis.
- Work collaboratively with all departments as needed.
- Maintain security of confidential information.
- Identify areas for improvement and maintain metrics on continuous improvement project work.
- Assist in implementation of integrated financial systems.
- Perform other duties as assigned.

#### **Competencies, Skills and Knowledge**

- Minimum 5 years of experience as a financial leader (public company experience preferred).
- Expert in Excel.
- Expert in QuickBooks.
- Experience with construction project management, agile/lean practices, and FP&A.
- Experience selecting and implementing ERP systems in a mining/industrial/manufacturing environment.
- Experience with internal controls and SOX implementation.
- Knowledge of tax and transfer pricing issues.
- Knowledge of IFRS accounting regulations and best practices.
- Ability to work in the United States.
- Strong written and verbal communication in English, critical thinking, and data analysis skills.
- Strong computer proficiency with Microsoft Office Suite, OneNote, and Teams.

The above reflects the general duties considered to describe the principal functions of the job and shall not be construed as a detailed job description of all work requirements that may be inherent in the job. This description is for information purposes only. Terms or conditions of employment are subject to change as may be deemed necessary by the Company to maintain safe and efficient operation.

#### **EMPIRE STATE MINES offers:**

401K Retirement Plan including additional employer contribution of **5% of gross wages weekly.**  
Excellus Medical plan with low employee contribution, **FREE** Vision, Dental, and Life Insurances  
Paid Vacation, Holidays, and Sick Time Off

**To join this growing team today, submit resume and cover letter specific to the desired job to:**

Email: [jobs@titanminingcorp.com](mailto:jobs@titanminingcorp.com)